



CalTPA Steering Committee Meeting Notes, May 20, 2010

Committee Members Attending

Kathy Athey Project IMPACT – SJCOE
Michael Cosenza California Lutheran University
Katie Pedley ETS
Mick Verdi CSU San Bernardino
Keith Walters California Baptist University

Commission Staff Attending

Terry Janicki CTC TPA
Wayne Bacer CTC CalTPA
Michael Taylor CTC

Not Present

Billye Brown Dominican University
Nedra Crow National University
Ilene Foster CSU Pomona
Millie Murray-Ward CSU Stanislaus

Report on joint meetings of COA/UAC/CTC meeting May 18, 2010 and UAC meeting from May 19, 2010—regarding accreditation data-gathering around CalTPA

- consensus among groups that accreditation process needs more rigor around CalTPA
 - but also agree that data should only be collected when purposes for use are clear
- recommendation came from UAC for collecting assessor information on pilot basis
 - collect on biennial report—data on number of assessors, who they are (faculty, staff, etc.), recalibration information (frequency and process), and inter-rater reliability data

Discussion of provided suggested language for permission/release forms for transferring non-anonymous video to CTC for sample selection

- idea to provide generic sample language that programs can “tweak” to suit their own needs
- there used to be a generic form in the CalTPA prep guide—can the Steering Committee draft a document?
- difficulty with the committee drafting language is that it is likely to be considered to be officially sanctioned by the CTC, not all language will be appropriate for all programs
- recommendation made that all programs consult with IHE legal and possibly also school district counsel

- some programs have difficulty with blanket permissions—and resistance to additional permissions being requested—recommend that the programs get a letter from the principal or superintendant
- concern expressed that CalTPA coordinators are not necessarily familiar with many legal issues they may face—does the manual cover these issues?
- yes—covered in section under “Permissions”
- suggestion of the possibility of providing practical training for CalTPA coordinators
 - suggestions made include:
 - making coordinators meetings more frequent and/or accessible
 - producing a set of FAQs
 - conference call or e-meeting—set up by Steering Committee—perhaps quarterly?
 - Listserv, with or without place to store/upload archives of previous discussions
 - e-mail list
 - buddy-system for mentoring new coordinators
 - sending out “survey monkey” to solicit needs/wants from coordinators
 - streaming training sessions or topical conversations available for viewing
 - topical PowerPoint presentations--archived
- some concern about Steering Committee members providing guidance and the potential that it will be perceived as “commission-approved” information
- consensus—will work towards more communication with coordinators through various means

Data collection for Sample Selection for CTE (video)

- currently, still on hold
- do we need more work on permissions, or can we begin asking for samples?
- can we approve a permission form?
- Terry Janicki to look at permission form and decide if we can provide samples
- do not need permissions for student work, because work is anonymous
- will have separate scoring (original permission) and training (new permission) forms
- each program needs to run by legal counsel to make sure it meets their own needs and standards
- targeting to begin collecting CTE samples by January 2011, so want to give coordinators advance notice
- Terry Janicki is to write a on behalf of CTC, describing importance of (and reminder of law requiring) CalTPA to assist with Programs being able to gather permissions and gain access to materials required—letter will be circulated to Deans and School Districts

Feedback for candidates who passed/not passed

- no limit to feedback that can be provided to candidates who pass
- for those who did not pass, Programs must use professional judgment to ensure that remediation is appropriate

Samples needed for recalibration site

- Wayne Bacer still requires additional samples to repopulate calibration site—require about 3 per task—asked Steering Committee to provide samples

What will CalTPA 2.0 look like?

- Wayne Bacer is working with TPAC committee (national PACT model)
- currently, there are three TPA models operating in California, might eventually see merging to monopolize on best features and lessons learned by all three

Next Coordinators meeting

- possibly move to early fall—include best practices discussions

Term Limits for Steering Committee membership

- currently, no term limits in place
- due to resignation of Millie Murray-Ward, will search for another member representing northern CSUs

Next Steering Committee meeting

- exact date to be determine—to be held in late October or early November